

Kit's Digital Inventory Spreadsheet

Learning objective: To understand the structure of a spreadsheet by identifying rows, columns, and individual cells.

Help Kit the Fox organise his collection of adventure gadgets! Follow the drawing steps to create a visual representation of a spreadsheet, then use the labels to identify the key parts of the system.

Draw: Draw a clean, grid-based spreadsheet layout on a piece of graph paper. Use a ruler for straight lines. In the top section, draw a long horizontal rectangle representing the 'Formula Bar'. Ensure the grid lines are clear. Add a small illustration of Kit the Fox holding a tablet near the grid, looking at the screen with a clever, focused expression. Use neat, legible printing for all labels.



Label words: Column · Row · Cell · Cell Reference · Data · Formula Bar

Steps:

1. Step 1: Draw a grid that is 4 columns wide and 5 rows deep. Label the columns A, B, C, and D at the top. Label the rows 1, 2, 3, 4, and 5 on the left side.
2. Step 2: In cell B2, draw a small compass. In cell B3, write the price '£12.50'. Label the cell B3 as 'Data'.
3. Explain why it is more efficient to use a spreadsheet to calculate the total cost of Kit's gadgets rather than calculating them manually on paper.

4. Compare and contrast a 'Row' and a 'Column'. How can you identify which is which when looking at a spreadsheet?
5. Justify your answer: If Kit wants to find the sum of all his gadget prices, why is the 'Cell Reference' (e.g., B3) more important than the specific value inside the cell?
6. What might happen if Kit accidentally typed a word into a cell that was meant for a calculation involving currency? Explain the likely outcome.